



**Graduate Student Association Spring 2017
Application for Conference Travel Award**

Registered Hunter College graduate students are eligible to receive a 'GSA Conference Travel Award' for reimbursement of registration, travel, and/or lodging expenses associated with attending a **professional or academic conference** between the dates of December 8th 2016 and May 5, 2017. Awards shall be determined and allocated by the Graduate Student Association and may include:

Up to \$300 for conference/event registration and travel/lodging for a conference attendee.

Up to \$500 for conference/event registration and travel/lodging for a conference presenter.

The following application must be completed in full. Applications that are missing the required supporting documentation will not be considered.

Email completed applications to huntergsa@gmail.com six weeks before the conference. Supporting documents must be submitted in person to:

**Hunter College Graduate Student Association
Thomas Hunter Hall, Room 115
695 Park Avenue
New York, NY 10065**

SPRING APPLICATION DEADLINE: May 5, 2017

APPLICANT INFORMATION	
Name:	
Social Security Number:	
Address:	
Telephone:	Email:
Graduate Department/Program:	
Anticipated date of graduation:	
CONFERENCE/EVENT INFORMATION:	

Name of conference/event:	
Dates of conference/event:	Location:
Sponsoring organization(s):	
How does this conference or event relate to your program of study and further your academic goals? (limit 250 words)	
Did you receive or seek any other funding for conference/event expenses? Please list all sources of funding and the amount received (if any), including funds from your club or department, the Auxiliary Enterprise Board (AEB), the Graduate Investment Fund (GIF), and outside organizations.	
Did you present a paper, poster, or project at the conference or event? Please submit supporting documentation: 1) attach abstract of paper or PDF of the poster, AND 2) attach formal document from the conference/event, such as a program, agenda, or website that lists you as a presenter.	
List all conference/event <u>registration</u> fees paid, and attach proof of registration and payment.	
List all conference <u>travel</u> expenses (e.g. airfare, train, bus) and attach proof of payment.	
List all conference <u>lodging</u> expenses (e.g. hotel or hostel) and attach proof of payment.	

If you do not know your expense amounts, please approximate. Your reimbursement award, if granted, will be based upon your actual provable expenses.